

20 MAR 1976

STATINTL

MEMORANDUM FOR: Chairman, Fine Arts Commission
FROM : [REDACTED]
Chief, Physical Security Division, OS
SUBJECT : Employee Suggested Stickers for
Pushbutton Locks #75-464
REFERENCE : Memo dtd 2 Mar 76 for C/LSD from
C/FAC, same subject

1. It is recommended that Employee Suggestion #75-464 be accepted and implemented.

2. Although the Headquarters Notice [REDACTED] dated 15 August 1975, focused employees' attention on the proper use of pushbutton locks, it is the opinion of this office that the decals would serve as a constant reminder to users of the locks to use them only as intended.

3. The Physical Security Division concurs in recommendations contained in paragraph 2 of reference.

STATINTL

cc: C/LSD/OL

STATINTL

26 MAR 1976

STATINTL

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FROM: [REDACTED]
Chief, Physical Security Division, OS

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2. Although the Headquarters Notice [REDACTED] dated 15 August 1975, focused employees' attention on the proper use of pushbutton locks, it is the opinion of this office that the decals would serve as a constant reminder to users of the locks to use them only as intended.

3. The Physical Security Division concurs in recommendations contained in paragraph 2 of reference.

cc: C/LSD/OL

[REDACTED]

STATINTL

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2 March 1976

MEMORANDUM FOR: Chief, Logistics Services Division

SUBJECT: Employee Suggested Stickers for Pushbutton
Locks, #75-464

1. The Fine Arts Commission recommends that the signs not be used. It is doubtful that such signs would be effective in preventing security violations, and the proliferation of signs is cluttering the building.

2. In the event that the employee suggestion is accepted despite this recommendation, the Fine Arts Commission recommends that the signs be no larger than 1 1/2 inches by 3 inches and that they be placed on the inside of the door containing the lock.



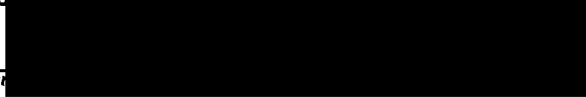
Chairman
Fine Arts Commission

STATINTL

MEMORANDUM
OF CALL

TO: Jo

☒ YOU WERE CALLED BY ☐ YOU WERE VISITED BY

OF (O) 

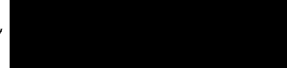

☒ PLEASE CALL  PHONE NO. CODE/EXT. 

☐ WILL CALL AGAIN ☐ IS 


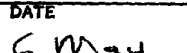

☐ RETURNED YOUR CALL ☐ WISHES AN APPOINTMENT

MESSAGE

*Re signs on push button locks
On outside as well as inside.*

*Dick talked to 
who will take up with
 Dep Ch / LSD.*

If not take down next

RECEIVED BY  DATE  TIME 

STANDARD FORM 63
REVISED AUGUST 1967
GSA FPMR (41 CFR) 101-11.6
GPO : 1969-048-16-80841-1 323-339 63-108

STATINTL

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Ch/Plt
Room 300
Key Building

EXTENSION

NO.

DATE

26 MAR 1976

STATINTL

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chairman, FAC
904 Magazine Bldg.

For next meeting - agenda